



**MEETING DATE:** April 8, 2025

**AGENDA ITEM:** 6. Designate Signer for USDA-RD

**FROM:** Jon Kennedy

**RE:** USDA-RD Signing Authority

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**BACKGROUND:**

USDA Rural Development needs an action from the City Council to place Jessica Bigby in the position of signer (role of Representative-Signature-Certify) for the City on the USDA-RD application.

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**SAMPLE TEXT FOR LETTER OF AUTHORITY:**

*One behalf of the City of Isleton, we designate Jessica Bigby as "representative-signature-certify" role with authority to complete and submit an application through the USDA RD-Apply Program.*

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